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6.9 Guidance is an integral part of the instructional program.

1. A written, district-wide guidance plan has been implemented and contains:
 - a. Program objectives aligned with the CSIP and student performance data
 - b. Identified instructional competencies/learner objectives
 - c. Evaluation criteria for the overall guidance program

Strengths for this Standard in 2001-2002 reviews: 3

Concerns for this Standard in 2001-2002 reviews: 13

2. The guidance curriculum is revised, based on a needs assessment conducted every three years, and instructional activities and resources are provided which address the assessed needs of students and guidance program objectives.

Strengths for this Standard in 2001-2002 reviews: 3

Concerns for this Standard in 2001-2002 reviews: 6

3. An individual plan system (which includes the necessary forms and procedures) assists students as they develop educational and career plans. This planning is initiated no later than grade eight (8) and includes:
 - a. Assessment activities
 - b. Advisement activities
 - c. Identification of long- and short-range educational/career goals
 - d. Collaboration with parents/guardian.

Strengths for this Standard in 2001-2002 reviews: 1

Concerns for this Standard in 2001-2002 reviews: 7

4. Students have access to responsive services that assist them in addressing issues and concerns that may affect their personal, social, educational/vocational, and career development.

Strengths for this Standard in 2001-2002 reviews: 2

Concerns for this Standard in 2001-2002 reviews: 4

5. System support and management activities ensure full implementation and continued improvement of the district's comprehensive guidance program.

Strengths for this Standard in 2001-2002 reviews: 4

Concerns for this Standard in 2001-2002 reviews: 2

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GUIDANCE AND PLACEMENT SERVICES

The primary goal of the Missouri Department of Elementary and Secondary Education Guidance and Placement Services Section is to provide leadership for in-service, resource material development, and technical assistance to support school counselors, administrators, educators, and others who are involved in school counseling, as well as to promote the improvement and further development of guidance and counseling at all levels of education. The success of guidance in Missouri relies heavily on the collaborative efforts of a strong professional organization – the Missouri School Counselor Association as well as an active relationship with the counselor educators across the state, and the leadership at the state level.

There are two programs for guidance and placement in Missouri endorsed by the Department of Elementary and Secondary Education—Missouri Comprehensive Guidance: A Model for Program Development, Implementation and Evaluation (the Missouri Comprehensive Guidance Program) and the Guidance and Placement System in Missouri's Area Vocational Schools. The Missouri Comprehensive Guidance Program is directed toward elementary, middle, and comprehensive high schools, while the area vocational school guidance and placement system potentially impacts students in comprehensive high schools and area vocational schools. Although they differ in many respects, both focus on the needs of students and the services available for them to help facilitate student achievement. The two programs complement each other, and together provide a picture of guidance and placement in Missouri –a seamless progression that blends academic and vocational skills, and exemplifies effectiveness yet diversity in program development and delivery, which ultimately benefits the students of Missouri.

Website for Guidance and Placement Services: Counselors, administrators, and others are encouraged to visit the guidance and placement website for news on guidance-related programs, events and frequently asked questions on guidance initiatives. This site is also linked to many related resources:

<http://www.dese.state.mo.us/dovvoked/guid/index.htm/>. Check it out!!!

Missouri School Counselors List Serve: An internet discussion list for school counselors has been developed. This list serve makes it possible for school counselors to network and exchange ideas with school counselor colleagues throughout the state of Missouri via the internet. To subscribe, call **Vonna Kempker, Secretary for Guidance and Placement Services**, at (573) 751-7966 or e-mail vkempker@mail.dese.state.mo.us.

MOSTEP Performance Standards and Indicators: The MOSTEP (Missouri Standards for Teacher Education Programs) Standards for Counselor Education Programs have been unanimously adopted by the 14 state approved Counselor Education Programs. The plan, at this time, is to include the Counselor Competencies that were developed and completed last year by the counselor educators in an amendment to the MOSTEP Standards (5 CSR 80-805.015) that will be presented to the state board in September. Following the initial presentation to the state board, the amendment will be published for

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comment and then go back to the board for final approval. The whole process takes about 5-6 months.

Performance Based Professional School Counselor Evaluation: An advisory committee composed of practitioners, counselors educators, and state department staff have developed the Performance Based Professional School Counselor Evaluation (PBPSCE) to be used as a model for schools across the state of Missouri. This document is designed to provide direction for the professional growth of Professional School Counselors, to provide the school board assurance that the quality of the district's professional school counseling staff is maintained and enhanced.

The PBPSCE is based on the premise that school counselors spend 100% of their time involved in school counseling and guidance activities as prescribed in a comprehensive guidance program which includes the following four components: Guidance Curriculum, Individual Planning, Responsive Services, and System Support. The manual is available at: <http://www.dese.state.mo.us/divteachqual/profdev/Counselorscorrected2.pdf>

Overall, the MOSTEP Standards and the Performance-Based Professional School Counselor Evaluation System are two initiatives that have been designed to provide a more seamless alignment between counselor education training, the implementation of a comprehensive guidance program in schools, and the program and personnel evaluation process using the MSIP (Missouri School Improvement Program) standards and indicators, and the Performance-Based Professional School Counselor Evaluation System. For additional information on either of these two initiatives, please contact **Guidance and Placement Services Staff at 751-7966.**

MO School Counselor Transition Tuition Reimbursement Program: Missouri continues to offer the Missouri School Counselor Transition Tuition Reimbursement Program to help local school districts encourage individuals within their own systems to pursue school counselor training and certification. Under this program, tuition reimbursement is made available to a limited number of applicants at each of the fourteen-state-approved school counselor-training programs. Funds available through this program can be used for the initial 21 graduate hours required for provisional certification. Individuals interested in pursuing this program need to check with the schools participating in the program in regard to admission requirements, etc. Other strategies for recruiting potential school counselors are also being explored. Contact **Guidance and Placement Services Staff at (573) 751-7966. For schools offering approved programs see: http://www.dese.state.mo.us/divvoted/guide_programs.htm**

Missouri School Counselor Association Fall Conference: The MSCA Fall Conference is held at Tan-Tar-A, Lake of the Ozarks in November of each year. Approximately 1300 school counselors in K-12 and post-secondary levels attend and have the opportunity to choose from concurrent sessions on such relevant topics as stress management, technology, MSIP preparation, counselor strategies, cultural diversity, violence prevention, conflict mediation, career portfolios, and many more. For more information

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about the MSCA Fall Conference, dates for the upcoming year, or MSCA membership, contact the MSCA office at **800-264-MSCA** or check the website at <http://schoolweb.missouri.edu/MSCA/>.

Missouri Counselor Educator Committee: Missouri has fourteen state-approved counselor education programs. Counselor educators from each institution serve on a committee, which meets twice a year to provide input on issues facing school counselors, as well as direction for in-service needs and resource material development. For additional information, contact **Guidance and Placement Services Staff at (573) 751-7966**.

Missouri Comprehensive Guidance Program: For sixteen years *Missouri Comprehensive Guidance: A Model for Program Development, Implementation and Evaluation* (Missouri Comprehensive Guidance Program) has been an integral part of Missouri schools. The Guidance and Placement Services Section helps support our schools with this program in the following ways:

1. **Comprehensive Guidance Informational Workshops** that provide in-service and staff development pertaining to the Missouri Comprehensive Guidance Program for school districts that have previously implemented the program. Current plans are to offer workshops through arrangements with Regional Professional Development Centers. More information will be available and information disseminated as plans are solidified. Continue to visit the website for further information
2. **New Professional Workshops** are designed for school districts that have implemented the Missouri Comprehensive Guidance Program, but now have new counselors and building level administrators on staff who have not participated in previous training. Both new counselors and administrators are urged to attend these trainings. More information will be mailed to schools at the start of the fall term. Workshops will be held on the following dates and in the listed cities.

| <u>Date</u> | <u>City</u> | <u>Facilitator</u> |
|--------------|----------------|--------------------|
| September 12 | Cape Girardeau | John Robbins |
| September 12 | St. Joseph | Kyle Heislen |
| September 13 | St. Louis | John Robbins |
| September 13 | Kansas City | Kyle Heislen |
| September 19 | Springfield | John Robbins |
| September 20 | Jefferson City | Kyle Heislen |

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For information about current offerings contact Guidance and Placement Services Staff, at (573) 751-7966 or visit our website at

<http://www.dese.state.mo.us/dovvoted/guid/index.htm/>.

Missouri School-College Relations Commission: Copies of the College Day & Night Program Schedule will be mailed to all school districts and participating colleges. If your school district does not receive a copy, please contact **Bette Brondel at (573) 751-4192** or email your request at bbrondel@mail.dese.state.mo.us.

Planning for Life Program: The Planning for Life Program (PFL) is a state and national awards program designed to recognize exemplary career planning programs in schools and institutions throughout the State of Missouri and across the nation. The programs in schools and institutions throughout the State of Missouri and across the nation. The program is open to all school districts (at the district-level or building-level), community colleges and institutions that provide career-planning programs in grades six through fourteen. The PFL program is sponsored by the United States Army Recruiting Command and is administered by the American School Counselor Association. **This year, Princeton R-V High School was the state winner.** We encourage you to support your career guidance personnel and submit your program for consideration and recognition. For more information contact **Rudy Winter-MSCA PFL Chairman at (573) 358-8890.**

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ABC's of Career Awareness and Career Exploration: The ABC's of Career Awareness and Career Exploration Awards Recognition Program is designed to recognize exemplary career awareness and career exploration programs at the elementary level and to underscore the importance of these programs as the foundation of comprehensive career planning for all students. The ABC's will help identify, promote, and share the content and concepts of successful career awareness and career exploration programs which operate across the nation. The major goals of this program are to generate interest, gain support, develop understanding and gain commitment from all concerned that career awareness and career exploration is critical to students as they plan for their future. **This year, Clearwater R-I School District in Piedmont, Missouri was the state honoree.** We encourage you to support your career guidance personnel and submit your program for consideration and recognition. For more information contact **Rudy Winter-MSCA PFL Chairman at (573) 358-8890.**

American School Counselor of the Year Award: Each year the American School Counselor Association acknowledges exceptional counselors across the nation who have made exemplary contributions in their field. Missouri is proud to have had several state counselors recognized at the national level in the last four years for their field. Missouri is proud to have had several state counselors recognized at the national level in the last three years for their outstanding accomplishments and commitment to youth.

- In 2001 **Norman C. Gysbers**, Columbia, was recognized as the Post-Secondary Counselor of the Year
- In 2000 **John Paul Michael**, Kansas City, was recognized as the Post-Secondary Counselor of the Year.
- In 1999 **Dixie Finley**, Rolla, was recognized as the Middle/Jr. High Counselor of the Year.
- In 1998 **Carolyn Roof-Schreiber**, Columbia, was recognized as the Elementary School Counselor of the Year.

ACT, SAT, and PSAT Dates: High school counselors, principals, and area school directors are urged to remind all high school students of the dates that the ACT, SAT, and PSAT test will be administered. High school students participating in interscholastic activities often encounter conflicts between interscholastic events and the ACT and SAT test dates. Students can avoid this problem by arranging for a test date that does not conflict with an interscholastic event in which they will be participating. The current test dates can be found by visiting the following websites:

ACT website: <http://www.act.org>

SAT website: <http://www.collegeboard.com/sat/html/students/clind001.html>

PSAT/NMSQT

The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test Dates for the current year can be found by visiting the SAT website.

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Missouri Comprehensive Guidance Advisory Committee: This committee is composed of school counselors, district and building-level administrators, and counselor educators from around the state and meets twice a year to provide input regarding issues facing school counselors, as well as direction for in-service needs and resource material development. Current members of the committee are:

| | | |
|--------------------------|----------------------------------|---------------------------------|
| Dr. Joe Aull | Superintendent | Marshall Public Schools, |
| Marshall | | |
| Dr. Charles Barke' | Dept Chair/Counselor Educator | Southwest Missouri State |
| University, Springfield, | | |
| Mr. Duncan Clyne | Elementary Counselor | York Elementary, Springfield |
| Dr. Mark Hargens | Assoc Supt of Personnel | St. Joseph Public Schools, St. |
| Joseph | | |
| Dr. Kenneth Southwick | Superintendent | Belton School District, Belton |
| Dr. Resa Amos | Retired Couns/Admin | Retired |
| Ms. Judy Fuston | Coordinator of Guidance | St. Joseph Public Schools, St. |
| Joseph | | |
| Dr. Norman Gysbers | Counselor Educator | University of Missouri-Columbia |
| Ms. Kim Adams | High School Counselor | Marshall Senior High, Marshall |
| Dr. Victoria Weir | Student Services | Ferguson-Florissant R-II |
| Schools, Florissant | | |
| Ms. Jan Speck | High School Counselor | Windsor High School, Imperial |
| Ms. Linda Taylor | K-12 Counselor | Northeast Randolph R-IV |
| School District, Cairo | | |
| Ms. Sonie Trotter | Middle School Counselor | Cabool Middle School, Cabool |
| Mr. Felix Witkowicz | Coordinator of Career Pathways | Grandview School District, |
| Grandview | | |
| Dr. Carolyn Magnuson | Counselor Educator | Lincoln University, Jefferson |
| City | | |
| Ms. Phyllis Washington | Charter School Principal | Kansas City |
| Mrs. Dianne Parr | Elementary Counselor | Jury Elementary, Hazelwood |
| Ms. Ginger Tipton | Middle School Counselor | Westran Middle School, |
| Huntsville | | |
| Ms. Cheryl Corney | Counselor | Lincoln College Prep, Kansas |
| City | | |
| Mr. David Parr | High School Counselor | Normandy High School, St. |
| Louis | | |
| Mr. Kyle Heislen | Supervisor, Guidance & Placement | DESE, Jefferson City |
| Mr. John Robbins | Supervisor, Guidance & Placement | DESE, Jefferson City |
| Mr. Stan Grimsley | Retired counselor | Retired |

It is anticipated that more members will be added to the committee in the upcoming year.

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Guidance and Placement Services Year-End Report

FY02 Activities

Workshops/Presentations conducted by Guidance and Placement Staff

1. Administrators Workshop (February-Jefferson City) (88 Participants)
2. Counselor Educator Meetings (October-Kirksville and April-Lake Ozark) (Approximately 40 Participants each time)
3. Placement Meeting –Two Days-(September-Jefferson City) (125 Participants)
4. Informational Workshops (October-Columbia and March-Jefferson City) (441 Participants Registered for all workshops, but weather kept some from attending Mar 26th meeting)
5. New Counselor Workshops Full Day (September-Six locations around state) (170 Participants)
6. Presentation to Kansas City Principals on Comprehensive Guidance along with Norm Gysbers (Feb) (75 Participants)
7. Presentation to Kansas City Counselors on Comprehensive Guidance and At-Risk Students (Mar) (75 Participants)
8. Northwest Region RPDC Presentation (Apr-St. Joseph) (50 Participants)
9. MSCA Fall Conference (Nov-Tan Tar A)DESE Update (100 attended session)
10. Manual Revision meetings (Fall-Columbia and Jan-Jefferson City) (Approx 20)

Meetings/Workshops/Conferences attended by Guidance and Placement Staff

1. Kauffman Center Meeting on Youth and Entrepreneurship(Jan-Kansas City)
2. MCCTA Meetings (Fall-Lake and Spring-Jefferson City)
3. ACT Workshop (Mar-Columbia)
4. MSCA Spring Meeting (Mar-Jefferson City)
5. Departmental Praxis Meeting on setting cut scores for Exit Tests (Mar)
6. MoACTE Summer Conference Planning Meetings (Various)
7. Meetings with other Departments on Suicide and Bioterrorism-John and School Violence-Kyle (Various locations and times)
8. Missouri School Counselor Relations Commission Meeting (Apr-Columbia)
9. Building Bridges Conference (Nov-Tan Tar A)
10. MSCA Governing Board Meeting(May-Tan Tar A)
11. State Guidance Advisory Council Meeting(Jun 18, 2002-Jefferson City)

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Miscellaneous FY02 Activities involving Guidance and Placement Staff

1. Armed Services Vocational Aptitude Battery (ASVAB) Ceremony (Jan-Jefferson City)
2. MSIP Visits: (Clark County R-I, Dixon, and Fair Grove-John); (Wheaton, Van-Far-Kyle) (Various)
3. Planning for Educator/Military Career Awareness Project Advisory Council Meeting and State Guidance Advisory Council Meeting (Ongoing)
4. DECA judging (Mar-Lake Ozark)
5. Perkins Activities
6. Communication and collaboration with other states on guidance information(Nebraska, Colorado, Michigan and California)

Fiscal Year 03 Projected Activities

1. MSCA Conference(Nov-Tan Tar A)Present DESE Update
2. ASCA Conference(St. Louis in Jun-Jul 03)
3. MSIP-(Various Times)
4. Informational Workshops (In Revised Format) Working with Regional Professional Development Centers(RPDC)
5. Technical Assistance to Schools (MSIP, etc)
6. MoACTE Conference (July-Springfield)Present DESE Update
7. Success Teams(Working with low performing schools)
8. Counselor Educator Meetings(October-Jefferson City-Tentative)
9. Real Training from ACRN(Pending)
10. New Counselor Workshops-Planned for September at different locations around state
11. Administrator Training- Working with Regional Professional Development Centers
12. Perkins Team Activities(Now includes monitoring)
13. Educator/Military Career Awareness Project Advisory Committee Meeting(July, 2002 Jefferson City)
14. Building Bridges Conference(Nov-Tan Tar A)

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DESE UPDATE INFORMATION

Guidance and Placement Services Website

The Division website has been redesigned. Plans are to post material in a timely manner on this rather than using mass mailings. Counselors are urged to check the website on a frequent basis.

http://www.dese.state.mo.us/divvoted/guidance_placement_index.htm

Evaluation of Counselors

To download or print a copy of the PERFORMANCE BASED PROFESSIONAL SCHOOL COUNSELOR EVALUATION MANUAL, go to:

<http://www.dese.state.mo.us/divteachqual/profdev/Counselorscorrected2.pdf>

National Standards available

To look at a draft copy of the National Standards for School Counseling Programs developed by ASCA, go to:

<http://www.schoolcounselor.org/library/modeltext.pdf>

MSIP Third Cycle Information

Information on what is expected of counseling during third cycle reviews is available at:

<http://www.dese.state.mo.us/divimprove/sia/msip/3rd%20cycle%20resources.htm>

New Counselor Workshops

New Counselor workshops will be held on the following dates and cities. More information will be sent by the start of the fall term of school.

| <u>Date</u> | <u>City</u> | <u>Facilitator</u> |
|--------------------|--------------------|---------------------------|
| September 12 | Cape Girardeau | John Robbins |
| September 12 | St. Joseph | Kyle Heislen |
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SAT website: <http://www.collegeboard.com/sat/html/students/clind001.html>

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PSAT/NMSQT-The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test Dates for the current year can be found by visiting the SAT website.

Comprehensive Guidance Manual Revision- IML has notified us that print copies of the revised manual will be available shortly and that it will be available on the Web on the targeted date of September 1. For information regarding price, ordering procedures, etc., contact IML at 1-800-669-2465.